

CITY OF HURST

COUNTY OF TARRANT

STATE OF TEXAS

On the 21<sup>st</sup> day of November 2019 at 11:00 a.m., the Hurst Senior Citizens Advisory Board of the City of Hurst, Texas, convened in Regular Meeting at the Hurst Senior Center, 700 Heritage Circle, Hurst, Texas, with the following members present:

Gerald Grieser	)	Chair
Joan Stinnett	)	Members
Bob Hampton		
Doris Young		
Durwood Foote		
Barbara Albright		
Marie Perry		
Elaine Wicker	)	Alternates
Kim Bouse		
Clay Caruthers	)	City Manager
Kyle Gordon	)	Executive Director of Community Services
Teri Smith	)	Community Services Administrative Assistant
Hannah Titony	)	Community Services Management Assistant
Linda Rea	)	Senior Center Director
Michelle Varley	)	Activities Supervisor

with the following members absent: Marcy Davis, constituting a quorum, at which time the following business was transacted.

**I. Call to Order**

Gerald Grieser called the meeting to order at 11:00 a.m.

**II. Roll Call of Members**

Teri Smith conducted the Roll Call of Members.

**III. Approval of Minutes**

The minutes from the September 19, 2019 meeting were approved as written.

**IV. Senior Center Director's Report**

- A. Statistical Reports for September, October, and FY18-19:** The Statistical Reports for September, October, and FY 18-19 were distributed to the Board and reviewed by Linda Rea.

**September**

Center Attendance.....	12,122
Number of Members.....	2,006
Volunteer Hours.....	1,257
Net Revenue.....	\$ 16,236
Fitness Center Attendance.....	2,648
Class Attendance.....	3,064
Aquatics.....	255

**October**

Center Attendance.....	12,541
Number of Members.....	2,027
Volunteer Hours.....	1,172
Net Revenue.....	\$ 16,834
Fitness Center Attendance.....	2,705
Class Attendance.....	4,058
Aquatics.....	133

**FY 18-19**

Center Attendance.....	143,370
Number of Members.....	2,006
Volunteer Hours.....	13,085
Net Revenue.....	\$ 198,971
Fitness Center Attendance.....	31,145
Class Attendance.....	34,420
Aquatics.....	2,096

- B. Programs & Events Reports:** The Programs & Events Reports for September, October, and FY 18-19 were distributed to the Board and reviewed by Michelle Varley.
- C. Upcoming Programs & Events:** A list of Upcoming Programs & Events was distributed to the Board and reviewed by Michelle Varley.
- D. Works in Progress**
- 1. Game Room Cabinet Door Repair:** Kyle Gordon informed the Board of some damage to the cabinet door in the Game Room. He noted that the damage has been repaired.
  - 2. Security System Upgrade:** Mr. Gordon explained that the security system was originally installed in 2001 and was in need of an upgrade. All doors have been rekeyed and the system upgrade is complete.
  - 3. Christmas Decorations:** Mr. Gordon informed the Board of the extensive work that the Parks Department performs every year installing Christmas decorations on all of the City facilities.
- E. Staff Activities**
- 1. Northeast Senior Community Forum:** Linda Rea stated that she continues to attend the Northeast Senior Community Forum on the 3<sup>rd</sup> Tuesday of every month at the North Richland Hills Public Library from 9:00 to 10:30 a.m. She stated that they are revamping the program in effort to create better attendance.
  - 2. RecTrac User Group Meeting:** Michelle Varley reported that the RecTrac system at the Senior Center is used to track attendance to activities. She attended a class that was offered to inform RecTrac users of new implementation and information for better utilization of the system.

**V. Communications**

- A. December Senior Pipeline:** Michelle Varley distributed copies of the December Senior Pipeline.
- B. Open Meetings Act Training:** Kyle Gordon informed the Board of a video training course on Open Meetings that is required of all Board Members. He noted that Staff will hold a meeting for this training and the Board Members will be notified of the meeting date and time. The Board was presented with the link to access the video.

**VI. New Business**

- A. Officer Elections:** Mr. Gordon informed the Board that it is time to elect the Chair and Vice Chair for the Senior Citizens Advisory Board. Joan Stinnett made a motion to elect Gerald Grieser as Chair. Doris Young seconded the motion and the vote in favor was unanimous. Marie Perry made a motion to nominate Joan Stinnett as Vice Chair. Gerald Grieser seconded the motion and the vote in favor was unanimous.

**VII. Informational Items**

- A. Program Highlight – Canned Food Drive for NEED:** Michelle Varley reported that the Senior Center's Canned Food Drive for NEED has begun and there is a table set up in the lobby to receive donations.
- B. Empowering Seniors Event Recap:** Ms. Varley noted that she attended the Empowering Seniors Event on October 4<sup>th</sup>. She handed out flyers with information about the Hurst Senior Activities Center and 200 copies of the Senior Pipeline.
- C. FY 2020-21 Budget Update:** Clay Caruthers gave a brief overview of the FY 2019-20 Budget including State mandated changes that will impact the FY 2020-21 Budget. The Budget video was presented to the Board.
- D. Cost Recovery and Resource Analysis:** Kyle Gordon explained that due to future budget challenges, the Community Services Department will conduct a cost recovery and resource analysis for all programs offered by the department. The City has selected a consultant to perform the study and produce a plan for an updated fee structure. Public meetings will be held in January through April and the final presentation is expected to be presented to the City Council in May.
- E. Heritage Village Presents:** Hannah Titony reported that the Heritage Village Presents event, Movie in the Park, was held on November 1<sup>st</sup> at the Library with 75 in attendance. She noted that the Heritage Village Presents Events will return in the Spring of 2020.

- F. December Board Meeting:** Kyle Gordon recommended canceling the December Senior Citizens Advisory Board meeting. Durwood Foote made a motion to cancel the December Board Meeting. Doris Young seconded the motion and the vote in favor was unanimous. The next regularly scheduled Board Meeting will be held on January 16, 2020.
- G. Holiday Closures:** Mr. Gordon informed the Board that the Hurst Senior Activity Center will close at noon on November 27<sup>th</sup> and will be closed on November 28<sup>th</sup> and 29<sup>th</sup> in observance of the Thanksgiving Holiday. The Senior Center will close at noon on December 23<sup>rd</sup> and will be closed December 24<sup>th</sup> and 25<sup>th</sup> in observance of the Christmas holiday and will be closed January 1, 2020 in observance of New Year's Day.

**VIII. Board Member and Citizen Comments**

None at this time.

**IX. Adjournment**

There being no further business, the meeting was adjourned by Gerald Grieser at 12:10 p.m.

APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

APPROVED:

ATTEST:

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
RECORDING SECRETARY